

**HOPE VALLEY/WYOMING FIRE DISTRICT  
996 MAIN STREET  
HOPE VALLEY, RI 02832**

**MONTHLY BOARD MEETING  
DECEMBER 11, 2014  
7:00 P.M.**

**Those present:** Board Members: Chairman, David Holt, Vice-Chairman, Pasquale DeBernardo, Georgia Ure, Elwood Johnson, Paul Schaarschmidt; Chief, Frederick Stanley; Treasurer, Deborah Nicotra; District Clerk, Julie Kelley

**Those not present:** Auditor, Pete Stefanski; Tax Collector, Susan Bok

The meeting commenced and was called to order by Chairman, David Holt at 7:02 p.m. with a salute to the flag and a moment of silence.

**MINUTES**

The minutes of the November 13<sup>th</sup> Monthly Board Meeting were presented. Ms. Nicotra made a correction to the section under Treasurer's Report, paragraph 1 in reference to Ms. Bok coming up twice on the report, Ms. Nicotra noted that the change should be from "Ms. Bok has elected to be in the defined benefit and the defined contribution retirement plans based on classification of employees" to "Ms. Bok is in the defined benefit and the defined contribution retirement plans as required based on classification of employees."

Mr. Johnson motioned to accept the minutes as corrected and Ms. Ure seconded the motion. Discussion, the board discussed the increase in cost of Insurance for next year from a possible increase of \$13,000 to \$26,000, a group plan that will be voted on by the RI Southern League. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

**TAX COLLECTOR'S REPORT**

The Tax Collector's report was presented for November 2014. The report reflects a total of \$609,833.55 received to date from Richmond and Hopkinton. It was also discussed the amount still owed for Year 2012 and 2013 in the amount of \$46,819.35. Mr. DeBernardo motioned to accept the Tax Collector's Report as presented and Mr. Schaarschmidt seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

**TREASURER'S REPORT**

The Treasurer's report for November 2014 was presented. The board discussed that the Audit is required to be performed within six months of the closing of our fiscal year. Next year it is required to have a CPA with GASB standards perform the audit as approved by the Auditor General, of which they will supply a list of approved CPA firms.

Mr. Johnson motioned to accept the Treasurer's Report for November and Mr. Schaarschmidt seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

**CHIEF'S REPORT**

The Chief's report was presented for November 2014. The board discussed the following points of interest:

An email has been received from Verizon informing the district that Verizon will be terminating their lease with us. Chief Stanley has tried to call to discuss this issue at further length but has not received a response at this time.

The Yawgoo brush truck is all set to go. The tank has been installed but the hoses still need to be put on the truck.

We recently received a bid from Happy Feet Lawncare to maintain the lawns at the park and station. This was received for budgetary purposes. The district will go out to bid in February for mowing and spring/fall cleanup.

A letter is in the packets indicating our Class 4 ISO rating for this year. Chief Stanley informed the board that we did outstanding. We would have earned more points by having additional hydrants, as that would assist in the rating. We were very close to obtaining a Class 3 rating which we missed by .20 points. We also had points taken off due to our district not having a reserve Ladder truck.

There is a concern of not having enough volunteers in the daytime to drive. We have had advertising on TV promoting new members every month with many new members coming in but not for early morning and many of them do not live in the area. During the Board of Engineers meeting held on December 4<sup>th</sup>, it was recommended that Captain David Dumsar's current work schedule be changed to assist with this need. The recommendation was to change his present hours from 8:00 am to 4:30 pm to 7:00 am to 3:30 pm to cover for the lack of drivers during that time of day.

Mr. Johnson motioned to change Captain David Dumsar's present hours from 8:00 am to 4:30 pm to 7:00 am to 3:30 pm to cover for the lack of drivers during that time of day and Ms. Ure seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

The new 500,000-gallon water tower in Richmond is completed. This tank is primarily for the Richmond School and Richmond Commons. The tank still needs to be painted. There is a special process and special paint that is required which will be filled and completed by July or August 2015.

We received notification that Mr. John Matson has requested a zone change from neighborhood business to general farming use to be heard by the Zoning Board on December 18<sup>th</sup>. Ms. Ure requested a letter be written to oppose this request as the district would lose tax revenue and feels it is a neighborhood business and it should not be reclassified. A motion was made to send a letter opposing the request to change from neighborhood business to general farming. With no further discussion, four (4) in favor, one (1) opposed, motion passed (4-1).

Mr. Holt-yes; Mr. DeBernardo-no; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

The Access to Public Records Act (APRA) requires all individuals with the authority to grant or deny access to public records requests, certify that they have received APRA training through the Department of Attorney General. Reference RI General Laws § 38-2-3.16 "Compliance by agencies and public bodies". APRA training may be satisfied by either attending an Attorney General training in person, or by viewing the Open Government Summit presentation video on their website. An Open Meeting Government Summit 101 will be held at CCRI on January 15<sup>th</sup>. The meeting will be held from 8:30 am to 12:00 noon at the Warwick Campus.

Another new law that is costly to the district is House Bill H8037 and Senate Bill S-2712 Substitute A. This bill regulates new firefighters background checks. Any firefighter that receives any type of income, such as incentive income, must comply with this new law and pay for their background checks to be performed.

The board would like to recognize the exceptional efforts of the Christmas Decoration Committee, Captain John Vuono, Lieutenants Mike Deniger, Pat Hawkins, and Phil Tretton, and several firefighter and junior members for the beautiful job decorating the park for the Christmas season. The efforts of all are very much appreciated by the board. There has been only one (1) negative comment regarding the decorations due to the cost, but the new LED lights should not greatly affect the electric bill.

Mr. Johnson motioned to accept the Chief's Report for November 2014 and Ms. Ure seconded the motion. With no further discussion from the Chief's report, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

#### **REPORTS OF COMMITTEES – FIRE CHIEF**

The board discussed the following employment standards/recommendations in reference to hiring a new Fire Chief for the District:

-The applicant must have a Bachelor's Degree, however, the charter does not indicate that.

-Vacation time should be fifteen (15) working days for each employment year. With accumulated vacation not to exceed sixty (60) days in anyone year as listed in the Employment Agreement/Contract. In the event that the Chief wants to take more than five (5) consecutive days of vacation, he shall first obtain approval from the Board of Directors.

-Chief shall be entitled to fifteen (15) working days personal vacation leave time after two (2) years.

Would like to break vacation down into possible quarters.

January – March

April – June

July – September

October – December

Deputy Chief's to be available while Chief in on vacation.

Four (4) weeks or twenty (20) days would be the most you could accumulate.

The board discussed as to where the test comes from? The test is a compilation of other departments. The test will be directly mailed to Chairman Holt then he will distribute it. There will be a minimum of questions on the oral board but additional questions may be asked of the candidates. There will be three (3) to five (5) Chief's or it may be high-ranking officers conducting the oral portion of the exam possibly from our neighboring states, which would alleviate any favoritism. Any Chief's or high-ranking officers may also have to be paid a small stipend for their time, as it could be a three (3) hour commitment.

It was also discussed as to when the written and oral exam may be?

The board also discussed possible charter revisions.

The board would also like to see a copy of the yearly physical.

It also has to be defined as to whether or not we pay for Insurance and the use of the car with a stipend of \$3,600 per year for the vehicle of which would be covered by the insurance with the umbrella policy.

The board would like to work on the Charter revision as a sub-committee workshop to be held at the next monthly meeting in January.

The board requested the Chief provide a letter of intent stating his retirement date.

## **CORRESPONDENCE**

### **Incoming:**

1. Letter addressed to Cell Site Leaseholder, from Mr. Matt Scott, Senior Managing Director of Acquisitions, regarding lease options on the tower.
2. Email addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Malena Lopez Mora, Special Assistant Attorney General Department of Attorney General, regarding Certificate of Compliance Form.
3. Email addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Pamela Lopes, on behalf of the Attorney General's Open Government Office, regarding Attorney General Open Government Summit 101 to be held on January 15, 2015.
4. Happy Feet Lawn care Proposal for Hope Valley/Wyoming Fire District, regarding Lawn Analysis.
5. Letter addressed to Mr. David Holt, Hope Valley/Wyoming Fire District, from Mr. Dominic Santanna, Manager – National Processing Center, regarding the Public Protection Classification (PPC).
6. Email addressed to Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Ms. Carol J. Holahan, Esquire, regarding Verizon Wireless Hope Valley Fire Department Project.
7. Letter addressed to Hope Valley/Wyoming Fire District, from Mr. John O. Matson Sr., regarding notification of Appeal of Zoning Board for possible reclassification of Zoning Ordinance of the Town of Hopkinton.
8. Letter addressed to Ms. Leslie W. Taito, Senior vice President of New Business Development, from, Mr. Loren Gengarella, Building Official, Town of Richmond, regarding violations and notifying the Town of Richmond as to the repair process.
9. Letter addressed to Mr. Peter Buchard, Esquire, Pinnacle Property Management, from Mr. Brad R. Ward, Town of Hopkinton, regarding Rockville Mill Propane and the lack of fuel.
10. Notice to Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, from Captain David Dumsar, Hope Valley/Wyoming Fire District, regarding HazMat Team and their 24 Hour Tech Refresher course.

11. State of Rhode Island in General Assembly January Session, A.D. 2014, 2014 – H8037 as Amended, regarding Background checks.

**Outgoing:**

1. Letter addressed to Insurance Services Office Inc., Mr. Mark J. Shelley, from Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, regarding New 500,000 water tank, Hope Valley-Wyoming Fire District.
2. Letter addressed to Vital Site Services, Inc. Ms. Sarah E. McGuinnes, Project Manager, from Mr. Frederick A. Stanley, Chief, Hope Valley/Wyoming Fire District, regarding Tower lease agreement with Cellco Partnership, d/b/a Verizon Wireless and the Hope Valley-Wyoming Fire District, July 1, 2014.

**PUBLIC FORUM**

No public forum this evening.

**ADJOURN**

A motion was made to adjourn at 8:55 p.m. by Mr. Johnson and seconded by Ms. Ure. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. Holt-yes; Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Johnson-yes; Mr. Schaarschmidt-yes

Respectfully submitted,

Julie Kelley  
District Clerk